



## REGULAR MEETING AGENDA PACKET

**Due to the file size, please visit one of the following links to view supporting documents:**

<https://covina.civicweb.net/document/17239>

<https://covina.civicweb.net/document/17240?splitscreen=true>

125 E. College Street, Covina, California

Council Chamber of City Hall

**Tuesday, January 18, 2022**

### **IMPORTANT NOTICE**

*This meeting is being conducted in accordance with Assembly Bill 361, regarding the COVID-19 pandemic.*

*Members of the public may view the meeting live on the City's website at [www.covina.ca.gov](http://www.covina.ca.gov) or on local cable television, Spectrum channel 29 and Frontier Channel 42. To view from the website, hover over the Departments & Services tab until the drop-down menu appears and click on City Council Video Library under the City Council header. A live banner will appear at the start of the meeting.*

### **Public Comments:**

*During the meeting, there will be an opportunity for the public to speak. Public testimony is limited to five (5) minutes per speaker, unless, for good cause, the Mayor/Chairperson amends the time limit; a speaker's time may not be transferred to another speaker. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed.*

### **In Person:**

*To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Clerk. Your name will be called when it is your turn to speak.*

### **Remotely via Zoom:**

*Access the meeting remotely via Zoom with one of the following devices:*

### **Computer or Smart Device:**

<https://us02web.zoom.us/j/88457625507?pwd=SXF1RDN1U0VranVVTkjiQUF4bExqQT09>

*Telephone:*

*Dial: +1 669 900 6833  
Meeting ID: 884 5762 5507  
Passcode: 733392*

1. *To request to speak during public comment, please click the “Raise Hand” button on the Zoom toolbar “Reactions” tab.*

*Note:*

*Computer / Smart Device Users:* *The “raise hand” feature is in the reactions tab.*

*Telephone Users:* *Press star-nine (\*9) on your phone to raise your hand.*

2. *Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); speaker must be present when called to speak.*
3. *Please state your first and last name and city of residence at the beginning of your remarks for the record.*
4. *The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.*

*Meeting Assistance Information: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s Office at [cityclerk@covinaca.gov](mailto:cityclerk@covinaca.gov) or 626-384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—CLOSED SESSION  
6:30 PM**

**CALL TO ORDER**

**ROLL/CALL**

Council/Agency/Authority Members: Walter Allen, III, John C. King, Victor Linares, Mayor Pro Tem/Vice-Chair Patricia Cortez, and Mayor/Chair Jorge A. Marquez

**PUBLIC COMMENTS**

*The public is invited to comment on Closed Session items only at this time. To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance and give it to the City Clerk. Your name will be called when it is your turn to speak. Individual speakers are limited to five minutes each, unless, for good cause, the Mayor/Chairperson amends the time limit.*

**CLOSED SESSION**

The City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to closed session for the following:

**A. Government Code §54956.8 - CONFERENCE WITH REAL PROPERTY NEGOTIATORS:**

Property: 100 - 112 N. Citrus Avenue  
Property Owner: Champion, Christopher CO TR  
Agency Negotiator: Chris Marcarello, City Manager  
Brian K. Lee, Director of Community Development  
Negotiating Parties: Kyle S. Barratt, CBRE  
Under Negotiation: Price and Terms of Payment

**RECESS**

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—OPEN SESSION  
7:30 PM**

**RECONVENE AND CALL TO ORDER**

**ROLL/CALL**

Council/Agency/Authority Members: Walter Allen, III, John C. King, Victor Linares, Mayor Pro Tem/Vice-Chair Patricia Cortez, and Mayor/Chair Jorge A. Marquez

**PLEDGE OF ALLEGIANCE**

Led by Councilmember Allen

**INVOCATION**

Given by Covina Police Chaplain David Truax

**PRESENTATIONS - NONE.**

**PUBLIC COMMENTS**

*To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance and give it to the City Clerk. Your name will be called when it is your turn to speak. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed. Those wishing to speak on an item NOT ON THE AGENDA will be heard at this time. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Individual speakers are limited to five minutes each, unless, for good cause, the Mayor/Chairperson amends the time limit.*

**COUNCIL/AGENCY/AUTHORITY COMMENTS**

*Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future Council/Agency/Authority agendas may do so at this time.*

## CITY MANAGER COMMENTS

### CONSENT CALENDAR

*All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Agency/Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.*

CC 1. Minutes

**Staff Recommendation:**

Approve the Minutes of the December 21, 2021, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

[2021 12 21 Minutes CC Draft](#)

CC 2. Minutes

**Staff Recommendation:**

Approve the Minutes of the January 4, 2022, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

[2022 01 04 Minutes CC Draft](#)

CC 3. Payment of Demands

**Staff Recommendation:**

Approve Payment of Demands in the amount of \$4,637,044.71.

[Agenda Report - Payment of Demands DEC 3 - DEC 30 2021 - Pdf](#)

CC 4. Quarterly Report of the Treasurer to the City Council and Successor Agency to the Covina Redevelopment Agency for the Quarter Ended December 31, 2021

**Staff Recommendation:**

Receive and File.

[Agenda Report - Quarterly Report Ended December 31, 2021 - Pdf](#)

CC 5. Recognized Obligation Payment Schedule (ROPS 22-23), Covering July 1, 2022 through June 30, 2023

**Staff Recommendation:**

Approve the Recognized Obligation Payment Schedule (ROPS 22-23) covering July 1, 2022, through June 30, 2023.

[Agenda Report - ROPS 22-23 - Pdf](#)

CC 6. Approve and Make AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

**Staff Recommendation:**

Approve and make the following findings so that meetings of the City Council and the City's Other Legislative Bodies are authorized to meet remotely in accordance with AB 361's special Brown Act requirements for teleconference meetings: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) state and local officials continue to recommend measures to promote social distancing.

[Agenda Report - AB 361 Findings - Special Brown Act Requirements for Teleconference Mtgs - Pdf](#)

CC 7. Towing Service Contract Extension

**Staff Recommendation:**

Continue to review the City's current towing services agreement with Jan's Towing Inc., and authorize the City Manager or his designee to extend the agreement to June 30, 2022.

[Agenda Report - Jans Towing 2022 Amendment - Pdf](#)

CC 8. Professional Services Agreement with Blue Violet Networks (BVN) for the Procurement, Installation and Servicing of a Voice Over Internet Protocol (VoIP) System

**Staff Recommendation:**

Authorize the City Manager to execute a Professional Services Agreement between the City of Covina and Blue Violet Networks (BVN) in an amount not-to-exceed \$156,731.69 for procurement, installation and servicing of a Voice Over Internet Protocol (VoIP) System including three (3) years of full maintenance support.

[Agenda Report - Blue Violet Networks PSA - Pdf](#)

CC 9. Resolutions CC 2022-04 and Resolution CC 2022-05, Accepting and Allocating Grant Funds for the City of Covina Recreation Village from the California Natural Resources Agency for the City of Covina Recreation Village, and Approving the Submission of the Project Information Package, and Authorizing the City Manager to Execute the Grant Agreement and all Related Documents, and Designating the City Manager as Agent

**Staff Recommendation:**

1. Adopt **Resolution CC 2022-04**, approving the acceptance of General Fund Grant Funds for the City of Covina Recreation Village from the California Natural Resources Agency for the City of Covina Recreation Village, and approving the submission of the Project Information Package, and authorizing the City Manager to execute the grant agreement and all related documents, and designating the City Manager as Agent; and
2. Adopt **Resolution CC 2022-05**, amending the Fiscal Year 2021-2022 Parks Capital Improvement Program Budget to accept \$2,500,000 from the California Natural Resources Agency and appropriate the funds to accounts

4600-CNRG-42190-P2202 and 4600-CNRG-55100-P2202 for the purpose of design and construction services for the Covina Recreation Village Project.

[Agenda Report - Resolutions CC 2022-04 and 2022-05, Grant Funds for Covina Rec Village - Pdf](#)

- CC 10. Escheatment of Unclaimed Funds to the City of Covina in Accordance with the Escheat of Unclaimed Property Policy & Write-Off of Uncollectible Accounts Receivable

**Staff Recommendation:**

1. Authorize staff to pursue the escheatment of unclaimed funds to the City in the amount of \$15,113.79 and approve the transfer of any available funds remaining unclaimed to be recognized as revenue in the General Fund in accordance with the Escheat of Unclaimed Property Policy.
2. Authorize staff to approve the write-off of delinquent accounts in the amount of \$37,776.95 in accordance to the Accounts Receivable Allowance and Write Off of Uncollectible Accounts Policy.

[Agenda Report - Escheatment of Unclaimed Funds - Pdf](#)

**CONTINUED PUBLIC HEARINGS**

- CPH 1. A Continued Public Hearing for Notice of Intent to Vacate a Portion of Geneva Place between Citrus Avenue and 3rd Avenue and a Strip of Public Alley located at East Side of 141 West Geneva Place

**Staff Recommendation:**

Continue the public hearing to the meeting of February 15, 2022.

[Agenda Report - CPH Geneva Pl and Alley St Vacation - Pdf](#)

**PUBLIC HEARINGS**

- PH 1. City Council Election District Public Hearing #5 – Regarding the Transition from At-Large to By-District Elections and Final Adoption of an Ordinance Adding a New Title 4 (Municipal Elections) to the Covina Municipal Code Providing for the Election of Five City Councilmembers by Districts, Establishing the Boundaries and Identification Number of Each District, and Establishing the Election Order of Each District, and Making a Determination of Exemption Pursuant to CEQA

**Staff Recommendation:**

That the City Council:

1. Receive information about draft mapping proposals for district-based voting;
2. Conduct the fifth of five public hearings to solicit public testimony regarding the draft maps;
3. Adopt upon second reading the following ordinance:  
An Ordinance of the City Council of the City of Covina, California, Adding a New Title 4 (Municipal Elections) to the Covina Municipal Code Providing for the Election of Five City Councilmembers by Districts, Establishing the

Boundaries and Identification Number of Each District, and Establishing the Election Order of Each District, and Making a Determination of Exemption Pursuant to the California Environmental Quality Act

[Agenda Report - City Council Election District Public Hearing #5 - Pdf](#)

- PH 2. Consideration of Fiscal Year 2022-2023 Community Development Block Grant (CDBG) Program Budget

**Staff Recommendation:**

1. Open the public hearing and receive public testimony; and
2. Close the public hearing; and
3. Consider approval of the FY 2022-2023 CDBG program budget as recommended in Column C of the Table on Attachment A with the provision that: a) the allocation be adjusted based on the final allocation as determined by the Los Angeles County Development Authority (LACDA), with a maximum of 15 percent of funding allocated for public service programs; and
4. Adopt **Resolution CC 2022-01**, authorizing the allocation of the Forty Eighth Year CDBG funds for FY 2022-2023; and
5. Authorize the City Manager or his designee to execute the documents related to the FY 2022-2023 CDBG funds.

[Agenda Report - CDBG FY 2022-2023 Program Budget - Pdf](#)

- PH 3. Resolution CC 2022-02 Approving an Addendum to the Certified Environmental Impact Report (SCH NO. 2016051053), a General Plan Amendment (GPA) 21-1 to Change the Land Use Map Changing the Land Use Designation from “General Commercial” to “High Density Residential/Transit Oriented Development,” and Covina Forward Specific Plan (CFSP) Amendment 21-1 Changing the Zoning from “Institutional” to “Transit Oriented Development (TOD),” for the Property Located at 155 E. Covina Boulevard - APN: 8406-019-097 and; Resolution CC 2022-03 Approving an Addendum to the Certified Environmental Impact Report (SCH No. 2016051053) Tentative Tract Map (TTM) 83343, and Site Plan Review (SPR) 21-87, for the Construction of Five (5) Three-Story Townhouse Buildings, Totaling 38 Units with 2-car Attached Garages on Approximately 1.5 Acres of Land, Located at 155 E. Covina Boulevard - APN: 8406-019-097

**Staff Recommendation:**

1. Adopt **Resolution CC 2022-02** approving an Addendum to the Certified Environmental Impact Report (SCH NO. 2016051053), a General Plan Amendment (GPA) 21-1 to change the land use designation from “General Commercial” to “High Density Residential/Transit Oriented Development,” and a Covina Forward Specific Plan (CFSP) Amendment 21-1 to change the zoning from “Institutional” to “Transit Oriented Development (TOD),” for property located at 155 E. Covina Boulevard - APN: 8406-019-097 and;
2. Adopt **Resolution CC 2022-03** approving an Addendum to the Certified Environmental Impact Report (SCH No. 2016051053) Tentative Tract Map (TTM) 83343, and Site Plan Review (SPR) 21-87, for the construction of five (5) three-story townhouse buildings, totaling 38 units with 2-car attached

garages on approximately 1.5 acres of land, located at 155 E. Covina Boulevard - APN: 8406-019-097.

[Agenda Report - Resos CC 2022-02 & 03 155 E. Covina Boulevard - APN: 8406-019-097 - Pdf](#)

## **CONTINUED BUSINESS - NONE.**

## **NEW BUSINESS**

- NB 1. Community Feedback Related to Smoke-Free Regulations at Multi-Family Residential Properties

### **Staff Recommendation:**

That the City Council consider public feedback and provide direction related to further actions related to this topic.

[Agenda Report - Smoke-Free Regulations at Multi-Family Residential Properties Feedback - Pdf](#)

## **ADJOURNMENT**

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, February 1, 2022, at 6:30 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.

The Covina City Clerk's Office does hereby declare that, in accordance with California Government Code Section 54954.2(a), the agenda for the Tuesday, January 18, 2022, meeting was posted on January 13, 2022, on the City's website and near the front entrances of: Covina City Hall, 125 East College Street, Covina.

If you challenge in court any discussion or action taken concerning an item on this agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.